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19 AUG 1966

MEMORANDUM FOR : Director of Personnel

SUBJECT : Annual Report - Benefits and Services Division

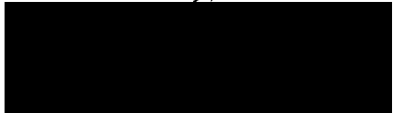
1. Attached are reports of the Division's operations during Fiscal Year 1966 and statements of plans for FY 1967-68.

2. These reports reflect an incredible workload being carried by BSD personnel, and our concern about our increasing responsibilities will be the subject of a separate memorandum. Much happened to BSD during the year. A Retirement Branch was established and later, the CIA Retirement Staff joined us. CPB experienced no slack period and its work, especially in the Finance Unit, continued at such a pace that we had to call for help—the Deputy Director of Personnel for Operations responded, as did the Office of Finance. BCB's workload has reached the point where it is bulging at the seams. Insurance activity has always been heavy but remains, as in past years, manageable. Credit Union activity has been the subject of special reporting because of its continuing growth both in total assets and specifically in loan activity. With the departure of the former chief, the organization of the Incentive Awards Branch changed, and we now have splintered off the Honor and Merit Awards function—at least for the moment. The Employee Activity Association remained lethargic for the last half of the year pending resolution of certain policy questions. Now that we have the go-ahead for the EAA store, we expect this activity to consume a major share of time until such time as it is a going operation.

3. Across the board in BSD we are much too busy and need help, but this is part of the subject of another memorandum.

4. Since these annual reports also serve an historical purpose, we want the record to show that we are proud of the service rendered by this Division this past year. Despite our problems of workload, it is our belief that we were effective in our service to the Agency and its employees.

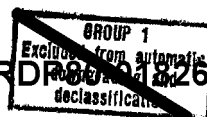
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Chief, Benefits and Services Division

Atts.

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Activities in the Office of the Chief

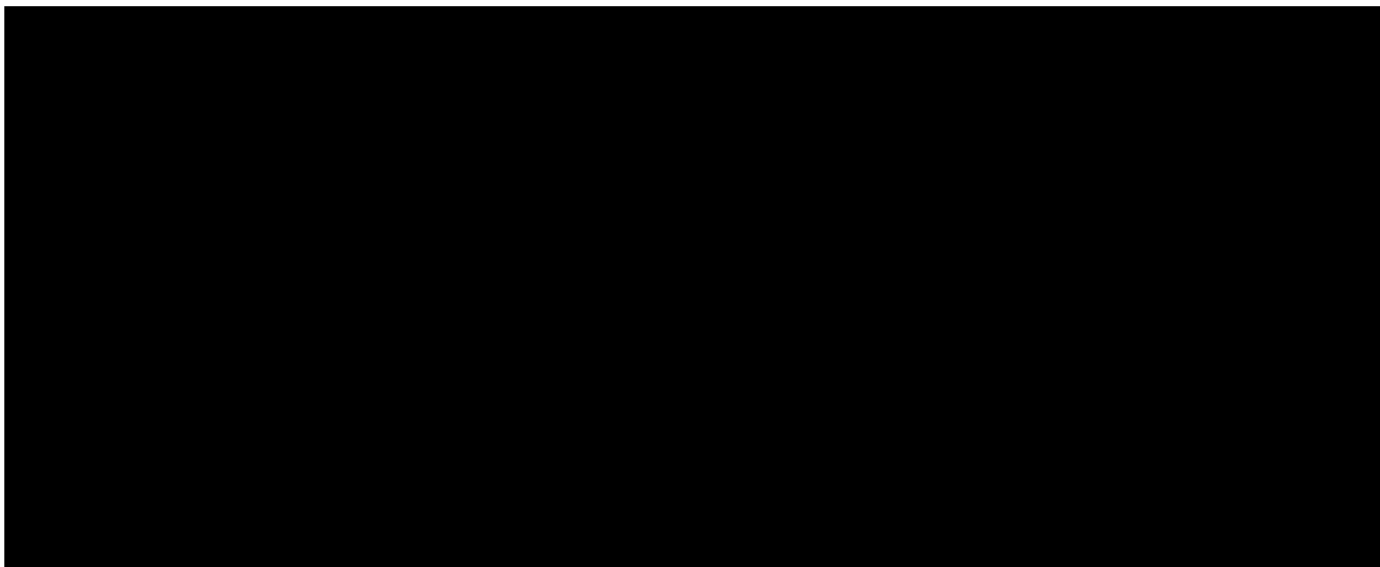
Attached are reports covering those activities assigned to the Office of the Chief, i. e. , Fund Drive, Employee Activity Association, Physical Fitness Room, and Barbershop. In addition to those reports, submitted below are items which have involved the Division Chief in certain programs.

1. Casualty Planning

The concept of casualty planning took hold during the fiscal year and we have on file several good plans that will allow for orderly handling of casualties in some sensitive projects should a problem occur. We briefed the Chiefs of Support on the need for this kind of planning and for compliance with [REDACTED] more casualty annexes should come in as time passes. This area needs concentration because we have every reason to believe that there are certain projects or Agency personnel uncovered by casualty annexes.

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3. Fund Drives

See Attached Report

4. Insurance

Our UBLIC program again was given attention and much work was devoted to developing a plan of retiree insurance, which was finally approved and made effective 1 June 1966.

5. Barbershop

See Attached Report

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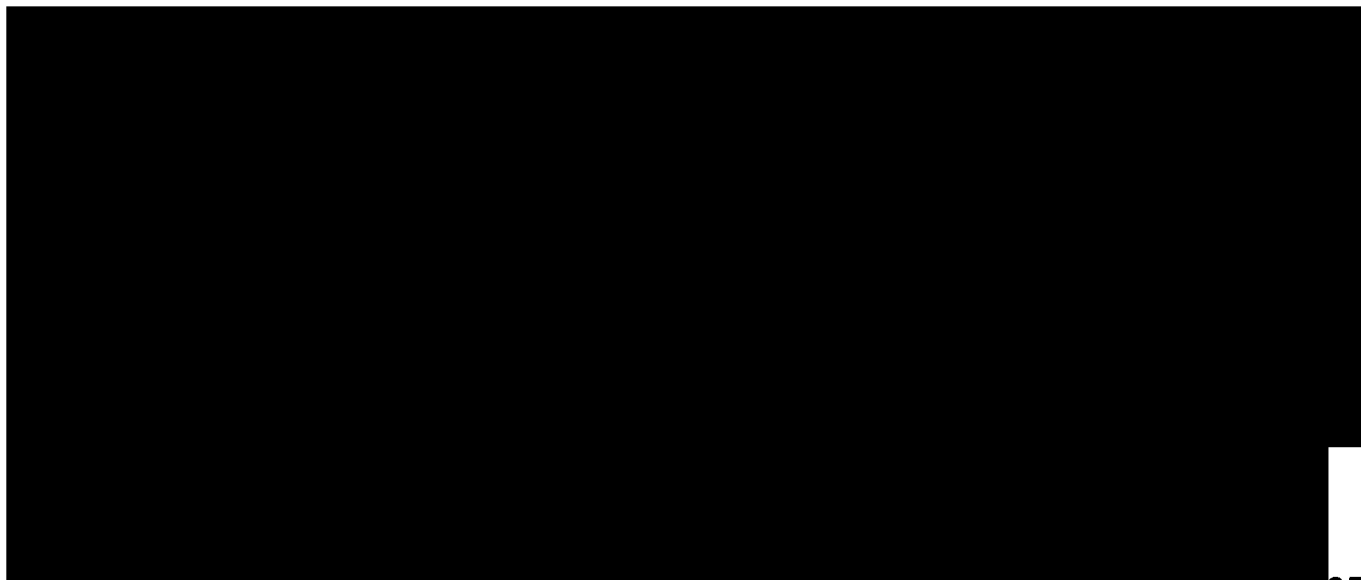
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6. Physical Fitness Room

See Attached Report

7. Employee Activity Association

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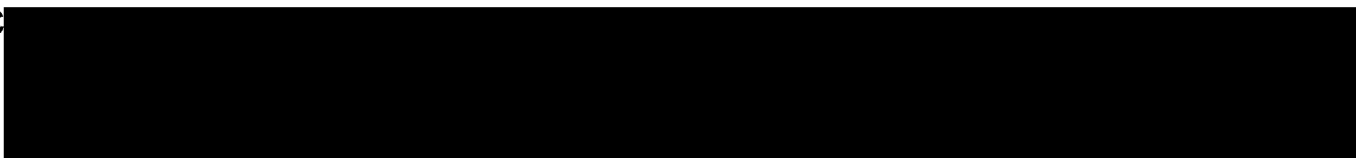


c. We participated with the Legislative Counsel in supporting proposed amendments to the Federal Employees' Compensation Act. Without the Agency's effort, the amendments would have been much less significant.

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d. The problems of CIA Retirement and its relationship to FEGLI and Health Benefits required a series of meetings with the Director, Bureau of Retirement and Insurance.

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f. During the year, a serious problem arose concerning the relationship between military retired pay and the crediting of military time toward civilian retirement. The problem is still unresolved.

g. Greater demands were made on our time for briefings. We have now been scheduled on a regular basis for the Chief of Station Seminar and the Vietnam Orientation in addition to other regular training programs conducted by the Office of Training. There have also been selected appearances before various staff meetings and we continue to encourage these types of briefings.

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